

SCUCISD STAFF AND STAKEHOLDER COMMITTEE STRUCTURE

Committee Name & District Liaisons	Committee Purpose	Internal District Staff (Planning and Development)	External Stakeholder Committee (Provide Feedback)	Feedback (Loops)
		Membership and Schedule	Membership and Schedule	
<p>Booster Club/PTC Advisory Committee</p> <p>If you would like more information on this committee, please contact a district liaison below.</p> <p>District Liaisons: Director of Fine Arts Director of Athletics, Health & Physical Education</p>	<p>To establish district-wide common practices and guidelines for parent organizations by creating an organized structure for parents and to also bring together resources to facilitate information between parent and volunteer organizations.</p>	<p>Membership:</p> <ul style="list-style-type: none"> • PTC President (or designee) from each campus • Booster Club Presidents (or designee) • All Campus Principals attend July training • One Elementary/Intermediate Principal • One Secondary Principal • STUCO Officials for both high schools <p>Meeting Schedule:</p> <ul style="list-style-type: none"> • July –Training • October • January • May 	<p>Membership:</p> <p>Meeting Schedule:</p>	<ul style="list-style-type: none"> • Superintendent • District and Campus Leaders
<p>Campus Improvement Committee (CIC)</p> <p>If you would like more information about this committee, please contact the district liaison below.</p> <p>District Liaison: Campus Principal <i>(see school website for email address)</i> www.scuc.txed.net (click on Select a School)</p>	<p>A campus improvement committee shall be established on each campus to assist the principal. The committee shall meet for the purpose of implementing planning processes and site-based decision making in accordance with Board Policy and administrative procedures and shall be chaired by the principal. The committee shall serve exclusively in an advisory role except that each committee shall approve staff development of a campus nature.</p>	<p>Membership:</p> <ul style="list-style-type: none"> <input type="checkbox"/> The committee shall be composed of members who shall represent District- and campus-based professional staff, parents, businesses, and the community. <input type="checkbox"/> At least two-thirds of the District and campus professional staff representatives shall be classroom teachers. <input type="checkbox"/> The remaining employee representatives shall be professional nonteaching District- and campus-level staff. For purposes of this policy, District-level professional staff shall be defined as professionals who have responsibilities at more than one campus, including, but not limited to, central office staff. <p>Meeting Schedule: At least three times annually</p>	<p>Membership:</p> <p>Meeting Schedule:</p>	<ul style="list-style-type: none"> • Superintendent • District Leaders • SCUC ISD Board of Trustees

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<p>Combined Community Advisory Committee (CCAC)</p> <p>If you would like more information about this committee, please contact the district liaison below.</p> <p>District Liaison: Superintendent</p>	<p>Annually in January (or more often if needed), this committee will be assembled to provide feedback regarding:</p> <ul style="list-style-type: none"> ○ Demographic Report ○ Bond Election Discussions ○ State of the District Report ○ Annual Budget Parameter Memo <p>A campus improvement committee shall be established on each campus to assist the principal. The committee shall meet for the purpose of implementing planning processes and site-based decision making in accordance with Board Policy and administrative procedures and shall be chaired by the principal. The committee shall serve exclusively in an advisory role except that each committee shall approve staff development of a campus nature.</p>	<p>Membership:</p> <ul style="list-style-type: none"> • Booster Club/PTC Advisory Committee • Community Advisory Committee (CAC) • SCUC ISD Education Foundation • Directors • All or part of District Improvement Committee (DIC) • Superintendent <p>Meeting Schedule: Annually in January or February</p>	<p>Membership:</p> <p>Meeting Schedule:</p>	<ul style="list-style-type: none"> • Superintendent • District Leaders • SCUC ISD Board of Trustees
<p>Community Advisory Committee (CAC) website link</p> <p>If you would like more information on this committee, please contact the district liaison below.</p> <p>District Liaison: Executive Director of Facilities and Maintenance</p>	<p>To provide actionable feedback to the Superintendent of Schools and Senior Leaders. The feedback will typically relate to stakeholder satisfaction, engagement and matters related to facility development, annual budget development and recommendations to Board of Trustees for names of future facilities. Goals are:</p> <ol style="list-style-type: none"> 1. Develop Superintendent focus groups (3-zone). 2. Assist Superintendent in generating a FAQ document. 3. Develop and monitor comprehensive stakeholder satisfaction survey. 4. Implement procedures related to Naming of Facilities. 	<p>Membership:</p> <p>Meeting Schedule: Once a week</p>	<p>Membership:</p> <ul style="list-style-type: none"> • Community Leaders, City Leaders, Stakeholders, and/or Business Owners, Military Liaisons • Superintendent • Deputy Superintendent • Chief Financial Officer • Executive Director of Facilities and Maintenance • Director of Transportation <p>Meeting Schedule: 1st Wednesday of every month</p>	<ul style="list-style-type: none"> • Superintendent • District Leaders

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<p>District Improvement Committee (DIC) website link</p> <p>If you would like more information on this committee, please contact the district liaison below.</p> <p>DIC District Liaison: Deputy Superintendent's Office</p>	<p>DIC will advise the Superintendent in establishing and reviewing the District's educational goals, objectives and major district- wide classroom instructional programs.</p> <p>See: Board Policy BQA Administrative Regulation BQA</p>	<p>Membership:</p> <ul style="list-style-type: none"> Members who represent campus- based professional staff, District- level professional staff, parents, businesses, & the community <p>Meeting Schedule: Meets 4 times per year. Please use link below to view calendar for current year. website link</p>	<p>Membership: Per Policy BQA (LEGAL) - Parents and community members comprise a portion of the committee membership and provide stakeholder feedback to staff.</p>	<ul style="list-style-type: none"> Superintendent SCUC ISD Board of Trustees
<p>Emergency Preparedness Advisory Committee (EPAC) website link</p> <p>If you would like more information about this committee, please contact the district liaison below.</p> <p>District Liaison: Director of Secondary Education Coordinator of Safety/Security</p>	<p>EPAC's purpose is to support and promote safety and security in all district facilities. According to Texas Education Code Sec 37.109, each school district shall establish a school safety and security committee. In addition to providing input to general safety and security concerns, the committee is responsible for reviewing district emergency plans and safety and security audits.</p>	<p>Membership:</p> <ul style="list-style-type: none"> Director of Facilities & Maintenance Director of Transportation One Campus Principal One Elementary Vice Principal One Intermediate Vice Principal One Secondary Vice Principal Health Services Coordinator Social Worker First Responders – Law Enforcement, Fire, EMS <p>Meeting Schedule:</p> <ul style="list-style-type: none"> Two times a semester 	<p>Membership:</p> <p>Meeting Schedule:</p>	<ul style="list-style-type: none"> Superintendent SCUC ISD Board of Trustees Senior Leaders

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<p>Great Conversations Community Engagement Team – Facebook Link</p> <p>If you would like more information about this committee, please contact the district liaison below.</p> <p>District Liaison: Superintendent's Division</p>	<p>To create and deliver community-wide messages in order to more strongly connect. Message is delivered by dedicated front-line staff members on the community "turf." The purpose is for frank, two-way communication and feedback loops.</p>	<p>Membership:</p> <ul style="list-style-type: none"> • One staff member selected from each campus/department • Volunteer community members <p>Meeting Schedule: Three times a semester.</p>	<p>Membership:</p> <p>Meeting Schedule:</p>	<ul style="list-style-type: none"> • Superintendent • SCUC ISD Board of Trustees
<p>School Health Advisory Committee (SHAC) website link</p> <p>If you would like more information on this committee, please contact the district liaison below.</p> <p>District Liaison: Health Services Coordinator</p>	<p>To provide guidance, recommendations and support in the eight components of the Centers for Disease Control and Prevention (CDC) Coordinated School Health Model. The SHAC vision is for the students of SCUC ISD to reach their full academic, health and personal potential. The SHAC mission is to promote wellness based school policies and practices that will improve and maintain healthy lifestyles of our students, staff and community. SHAC's partnership w/parents, staff and community members will help the district ensure that local community values and health issues are reflected in the District's health education instruction.</p>	<p>Membership:</p> <ul style="list-style-type: none"> • Advisory group appointed by the SCUC ISD Board of Trustees • The SHAC is composed of a group of individuals from different segments of the community. • By law, a majority of the members must be persons who are parents of the students enrolled in the district and who are not employed by the district. • The SCUC ISD SHAC is made up of parents, community members and school staff working together to improve the health of all students and families through coordinated school health related programs. <p>Meeting Schedule:</p> <ul style="list-style-type: none"> • Once a quarter 	<p>Membership: Per Board Policy BDF Legal, a majority of SHAC members are parents of district students and provide stakeholder feedback to staff.</p>	<ul style="list-style-type: none"> • Superintendent • SCUC ISD Board of Trustees

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<p>School to Employment (CTE) Advisory Committee</p> <p>District Liaisons: Director of Counseling Coordinator for Career and Technical Education</p>	<p>To provide input and feedback based on local, regional and state employment and labor market data. Thus, assisting district leaders with the development of short and long-range planning. This committee shall serve exclusively in an advisory role to provide guidance, recommendations and support the district in the continuous improvement of a robust and relevant career and technical education program. SWAC's partnerships will help the district ensure current and future workforce needs through innovation, evaluation and feedback to harmonize with our Vision: Prepare EVERY student to be a productive citizen and to help ensure SCUC graduates are College, Career, or Military ready</p>	<p>Membership:</p> <ul style="list-style-type: none"> • Community Partners • Business Partners • Representatives from Post-Secondary Education • Community/City Economic Development Corporation Representatives • Chamber Representatives • District and Campus Representatives <p>Meeting Schedule:</p> <ul style="list-style-type: none"> • Meets 4-6 times per year 	<p>Membership:</p> <p>Meeting Schedule:</p>	<ul style="list-style-type: none"> • Superintendent • District Leaders • SCUC ISD Board of Trustees
<p>Special Education Advisory Committee</p> <p>If you would like more information about this committee, please contact the district liaison below.</p> <p>District Liaison: Director of Special Education</p>		<p>Membership:</p> <ul style="list-style-type: none"> • <p>Meeting Schedule:</p>	<p>Membership:</p> <ul style="list-style-type: none"> • <p>Meeting Schedule:</p>	

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<p>Staff Advisory Process</p> <p>District Liaison: Chief Human Resources Officer</p>	<p>The Staff Advisory Process will assist in providing actionable feedback to the Superintendent and Senior Leaders. The feedback will generally be related to the SCUCISD Facts Sheet, Staff Satisfaction and Engagement Survey, Organizational Health Inventory Data and Exit Survey data.</p>	<p>Staff Advisory Only – No External Committee Members</p>		<ul style="list-style-type: none"> • Superintendent • Senior Leaders • Board of Trustees
		<p>Membership:</p> <ul style="list-style-type: none"> • Campus Membership <ul style="list-style-type: none"> ○ Each campus will select 5-10 staff members from a cross section of staff, to include: <ul style="list-style-type: none"> ▪ 1 Paraprofessional ▪ 1 Custodian ▪ 1 Child Nutrition Worker ▪ 2 -7 Professional Staff • Department Membership <ul style="list-style-type: none"> ○ 1-2 staff members selected from each Department (Student and Academic Services, Special Education, Technology, Purchasing, Transportation, Maintenance, Finance, Human Resources) <p>Selected staff members should have an interest in providing feedback to the superintendent and senior leaders regarding the primary purpose of the staff advisory process.</p>	<p>Meeting Schedule:</p> <ul style="list-style-type: none"> • Each campus group and the department group will meet two times per year, once in the first semester and once in the second semester. • The campus will coordinate the time and date of the meetings to be held at each campus. • The department group will meet in the Board Room at Central Office at a scheduled day and time. • Linda Cannon, Chief Human Resources Officer, will attend each meeting. Dr. Gibson and/or the other senior leaders may attend as well. 	
<p>Student Advisory Committee (SAC)</p> <p>If you would like more information about this committee, please contact a district liaison below:</p> <p>District Liaisons: Clemens HS Principal B. Steele HS Principal ALSELC Principal Director of Secondary Ed.</p>	<p>Principals from each secondary campus will select 10-12 students to participate in round-table discussions held on the campuses. Students will represent their classmates and include a wide variety of backgrounds and interests. Students will be asked to share their thoughts on instructional and non-instructional areas of student life to assist staff in monitoring progress towards goals.</p>	<p>Membership:</p> <ul style="list-style-type: none"> • Students from each secondary school • Superintendent • Director of Secondary Education Services • Campus principal <p>Meeting Schedule: Once per grading period for each secondary campus.</p>	<p>Membership: Secondary students are members of the Student Advisory Committee and provide feedback to staff.</p>	<ul style="list-style-type: none"> • Superintendent • District Leaders • SCUC ISD Board of Trustees

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<p>Technology Advisory Committee</p> <p>If you would like more information about this committee, please contact the district liaison below.</p> <p>District Liaisons: Director of Technology</p>	<p>The Technology Advisory Committee provides guidance on future technology initiatives, as well as feedback to assist in the improvement of the district website. Additionally, the committee provides guidance in development of the district long-range technology plan aligned to the district strategic plan and reviews progress of the plan.</p>	<p>Membership:</p> <ul style="list-style-type: none"> • Teachers • Operations Staff • Campus Administrators • District Leaders • Community Members <p>Meeting Schedule:</p> <ul style="list-style-type: none"> • Meets 3 times per year. (Meeting dates TBD) 	<p>Membership:</p> <p>Community members are included in the internal committee structure.</p>	<p>Team One</p>